

SENIOR FIRE MECHANIC

Purpose:

To actively support and uphold the City's stated mission and values. To plan, supervise and coordinate the activities of the Fire Department Maintenance Division; and to perform a variety of technical tasks relative to the maintenance of fire safety equipment.

Supervision Received and Exercised:

Receives direction from a Fire Deputy Chief or from other supervisory or management staff.

Exercises direct supervision over technical, maintenance and clerical staff.

Essential Functions:

Duties may include, but are not limited to, the following:

- Service all Fire Department vehicles, fire pumps and their components, standby power supplies, such as auxiliary generators, as well as other complex fire apparatus on a regularly scheduled basis.
- Supervise major and minor repairs on all Fire Department apparatus and equipment, such as engine overhauls, major pump repairs, hydraulic equipment repairs to ensure they will perform under emergency conditions.
- Participate in budget preparation and administration; prepare cost estimates for budget recommendations; submit justifications for the purchase, repair and maintenance of fire apparatus and equipment; monitor and control expenditures.
- Participate in the selection of staff; provide or coordinate staff training; work with employees to correct deficiencies; implement discipline procedures.
- Train, supervise and evaluate employees assisting in the repair, maintenance and proper methods of operating fire apparatus and equipment.

CITY OF TEMPE

Senior Fire Mechanic (continued)

- Participate in the development of policies and procedures for the Fire Maintenance Division.
- Establish goals and objectives; monitor and participate in the development of the Division work plan; assign work activities, project and programs; monitor work flow; implement policies and procedures; review and evaluate work products, methods and procedures.
- Make major improvements or modifications to new or existing fire apparatus in accordance with departmental needs and specifications.
- Develop and review specifications for the purchase of new equipment, evaluate all bids from vendors for vehicle and equipment purchases; develop and review specifications for outsourcing of maintenance and repair.
- Maintain preventive maintenance activities to include maintaining records of time, materials and equipment used; assist in ordering supplies and materials.
- Maintain communication with members of the Fire Department to ensure apparatus and equipment is properly cared for and maintained.
- Coordinate equipment repair work with other departments and vendors.
- Develop and oversee a computerized maintenance information system for accurate recording and charging of parts and labor.
- Report regular fuel inspection requirements to Maricopa County.
- Maintain and repair all tools and appliances carried on fire apparatus.
- Maintain complete and accurate maintenance and repair records for all apparatus and equipment.
- Make initial inspections in difficult cases and diagnose mechanical disposal of obsolete equipment.
- Conduct apparatus pump tests.
- Attend training courses, read and study assigned materials related to emergency operations and fire apparatus maintenance.
- May drive and operate motor driven equipment including pumpers and ladder trucks.
- Ensure the adherence to safe work practices and hazardous waste disposal program regulations by Fire Department personnel.

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Senior Fire Mechanic (continued)

Perform related duties as assigned.

Minimum Qualifications:

Experience:

Requires four years of journey-level automotive mechanic experience, preferably in heavy or diesel fire equipment; including two years of lead experience or one year of supervisory experience preferred.

Education:

Equivalent to the completion of the twelfth grade supplemented by special training in automotive mechanic and diesel equipment or a related field.

Licenses/Certifications:

Requires the possession of a valid driver's license; class A commercial driver's license (CDL) with appropriate endorsements.

Requires A/C, refrigerant certification

Special Requirements:

Subject to call-out when off duty on nights and weekends.

Possession of a complete set of mechanic hand tools.

Proven proficiency in techniques and practices of gas arc welding and metalcutting (aluminum, stainless steel)

Examples of Physical and/or Mental Activities

Pending

Competencies:

Pending

Job Code: 280

Status: Exempt / Classified

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